



Watershed Stewards Program

Team Leader Role at WAVE

The following roles of Team Leaders (TLs) are defined so Corpsmembers (CMs) understand what they can expect from TLs during Watershed Awareness Volunteer Events (WAVES). There is some flexibility in this outline since staff understands the preferences and abilities of each TL vary from person to person and from site to site.

Main Roles of TLs during WAVES:

- CM Support. - Helping CMs to be the lead by reviewing the plan for the day beforehand and talking through logistics and roles, expectations and possibly bumps in the road. Reassurance and experience can go a long way!
- Quality Control – TLs are by far the experts at WAVES since they attend 10-15 each year and have full access to their Program Coordinators (PCs) for training and direction. Quality Control encompasses:
 - Ensuring CMs don't forget any of WSP's required comments during the initial circle-up (introducing WSP and WAVE partners, JHA and other safety tips, event logistics, EEO, roles of leaders, etc.)
 - A great way to help remind CM about something they missed is to raise your hand at the safety circle and ask a question related to the topic they did not cover.
 - Help express the importance of the project to volunteers. Bring a printed copy of the WAVE Proposal, so you can answer questions about the need and history of the project.
- Assist with setting up the check-in booth and tool wheel.
- Ensure all volunteers sign liability waiver(s), keep waivers for WSP files. You will need to scan hardcopies to SharePoint in the designated folder.
- Correct any unsafe practices (volunteers using overhead tool without a hardhat, overloading wheelbarrows, working in open toed shoes, etc.)
- Take action photos that tell the story of the event and may be used by WSP in the future.
- Ensure ALL tools are decontaminated and returned to the WSP office/CCC Shop.
- Network and help educate the volunteers about WSP in general.
- WORK – be the example in safety and in work ethic, do what needs to get done.

It is the TL's duty to make sure that all tools are returned to the WSP Office/CCC Shop. The best way to ensure this is to count the tools as they are loaded. If tools are missing, conduct a walkthrough of the site.